# Mailbox Installation Instructions

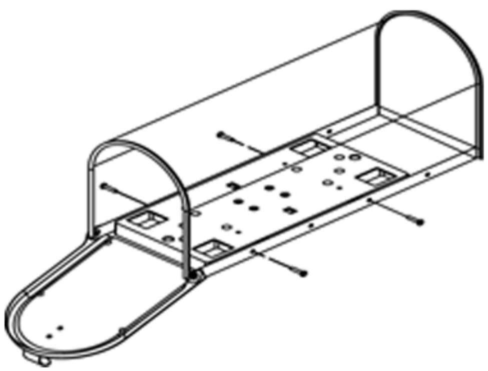
GIBRALTAR INDUSTRIES

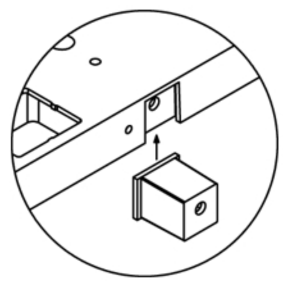
BEFORE BEGINNING PLEASE...

- Make sure that the mounting bracket is attached to the mail-box post before preceeding
- Make sure to use the provied hardware to attach the mailbox to the mounting bracket.

## Side Mount Mailbox

- Secure the mailbox to the mounting bracket using hardware provided through the side mounting holes of the mailbox. For larger mailboxes, spacers may need to be used for the bracket to reach the sides of the mailbox.

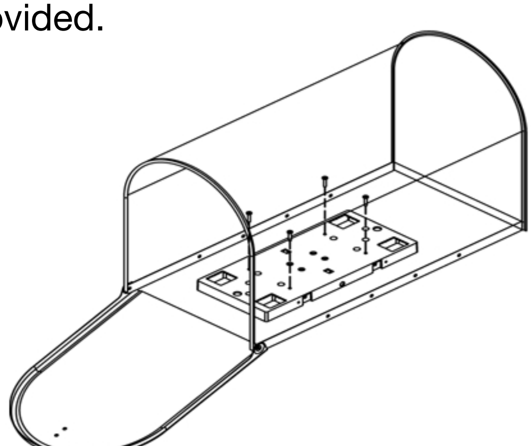




Possible spacer shown here

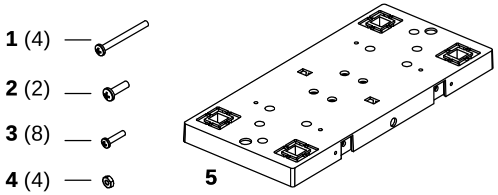
## Bottom Mount Mailbox

- Match the holes on the bottom of the mailbox and secure them with the hardware provided.



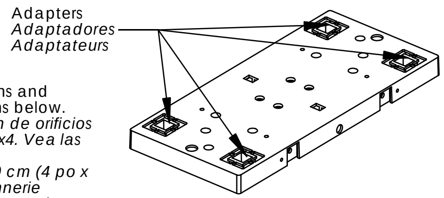
FOR BEST RESULTS
please consult installation instructions provided with the mounting bracket that you purchased.

# Universal Mailbox Mounting Board
# *Tablero de montaje universal para buzón*
# Support de montage universel pour boîte aux lettres
## Installation Instructions/*Instrucciones de instalación*/Instructions pour l'installation



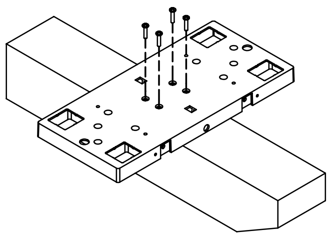

**REQUIRED TOOLS:** Phillips Screwdriver
***HERRAMIENTAS NECESARIAS PARA EL ENSAMBLAJE:*** *Destornillador Phillips*
***OUTILS REQUIS :*** *Tournevis à pointe cruciforme*

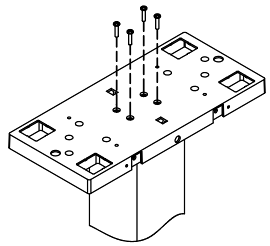
**1** Remove and set aside adapters before installing.
*Retire y separe los adaptadores antes de la instalación.*
*Enlevez les adaptateurs et les mettre de côté avant de procéder à l'installation.*



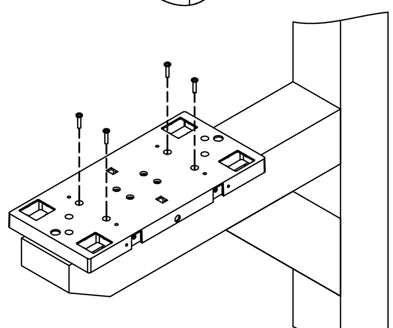

**2**
- Secure mounting plate to 4x4 post. Use the hole patterns and hardware that match your 4x4 post style. See illustrations below.
- *Asegure el soporte al poste de 4x4. Use la configuración de orificios y los accesorios que se adapten al estilo del poste de 4x4. Vea las siguientes ilustraciones.*
- *Fixez la plaque de montage à un poteau de 10 cm x 10 cm (4 po x 4 po). Utilisez les configurations de perçage et la boulonnerie convenant au type de poteau de 10 cm x 10 cm (4 po x 4 po). Reportez-vous aux illustrations ci-après.*

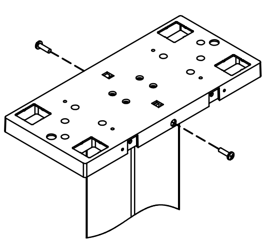
**A**
- Use (4) #8-32 x 3/4" (Item **3**) Phillips head screws and pattern holes marked "**A**" on the mounting board to attach to Top Mount or Horizontal style 4x4 wood posts as shown below.
- *Use (4) tornillos de cabeza Phillips n.º 8-32 x 3/4" (Artículo **3**) y los orificios correspondientes marcados con una "**A**" en el tablero de montaje para fijarlo al montaje superior o a los postes de madera horizontales de 4x4, como se muestra a continuación.*
- *Utilisez (4) vis cruciformes no 8-32 x 2 cm (3/4 po) (article **3**) et les configurations de perçage arborant la lettre « **A** » sur le support de montage à fixer à la monture supérieure ou aux poteaux de 10 cm x 10 cm (4 po x 4 po) horizontaux comme indiqué ci-après.*





**B**
- Use (4) #8-32 x 3/4" (Item **3**) Phillips head screws and pattern holes marked "**B**" on the mounting board to attach to Cross Arm style 4x4 wood posts as shown right.
- *Use (4) tornillos de cabeza Phillips n.º 8-32 x 3/4" (Artículo 3) y los orificios correspondientes marcados con una "B" en el tablero de montaje para fijarlo al travesaño de madera de 4x4, como se muestra en la figura de la derecha.*
- *Utilisez (4) vis cruciformes no 8-32 x 2 cm (3/4 po) (article 3) et les configurations de perçage arborant la lettre « B » sur le support de montage à fixer à la monture supérieure ou au poteau de 10 cm x 10 cm (4 po x 4 po) en bois de type traverse comme illustré à droite.*



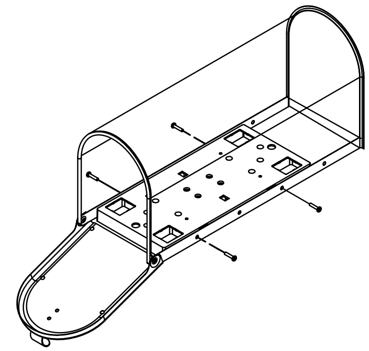


**C**
- Use (2) #12-24 x 3/4" (Item **2**) Phillips head screws to attach to 3-1/2" square plastic, aluminum, or steel tube style post through side mounting holes as shown left. **NOTE:** It may be necessary to drill holes in the post before installation of mounting board. Suggested drill sizes are: 5/16" for plastic, 3/16" for aluminum, 13/64" for steel.
- *Use (2) tornillos de cabeza Phillips n.º 12-24 x 3/4" (Artículo **2**) para fijarlo al tubo cuadrado de plástico, aluminio o acero de 3-1/2" a través de los agujeros laterales de montaje, como se muestra en la figura de la izquierda.* ***Nota:*** *Es posible que tenga que perforar orificios en el poste antes de instalar el tablero de montaje. Los tamaños recomendados de los orificios son: 5/16" para plástico, 3/16" para aluminio, 13/64" para acero.*
- *Utilisez (2) vis cruciformes no 12-24 x 2 cm (3/4 po) (article **2**) pour fixer le support à un montant carré de 8,8 cm (3 1/2 po) en plastique ou en aluminium ou à un tube d'acier à l'aide des trous de montage latéraux illustrés à gauche.* ***Remarque** : il peut être nécessaire de percer des trous dans le montant avant d'installer le support de montage. Tailles de perçage suggérées : 0,8 cm (5/16 po) pour le plastique, 0,5 cm (3/16 po) pour l'aluminium, 0,3 cm (13/64 po) pour l'acier.*

**3**
- Secure the mailbox to the mounting board using the provided hardware.
- *Asegure el buzón al tablero de montaje con los accesorios suministrados*
- *Fixez la boîte aux lettres au support de montage à l'aide de la boulonnerie fournie.*

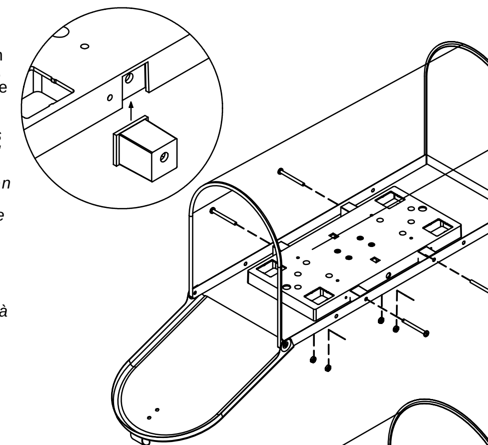
**A** **Standard Size/*Tamaño estándar/Format régulier***

- Secure the mailbox to the mounting board using (4) #8-32 x 3/4" (Item **3**) Phillips head screws in the side mounting holes as shown right.
- *Asegure el buzón al tablero de montaje con (4) tornillos de cabeza Phillips n.º 8-32 x 3/4" (Artículo **3**) en los orificios de montaje laterales, como se muestra en la figura de la derecha.*
- *Fixez la boîte aux lettres au support de montage à l'aide de (4) vis cruciformes no 8-32 x 2 cm (3/4 po) (article **3**) à insérer dans les trous de montage latéraux comme indiqué à droite.*



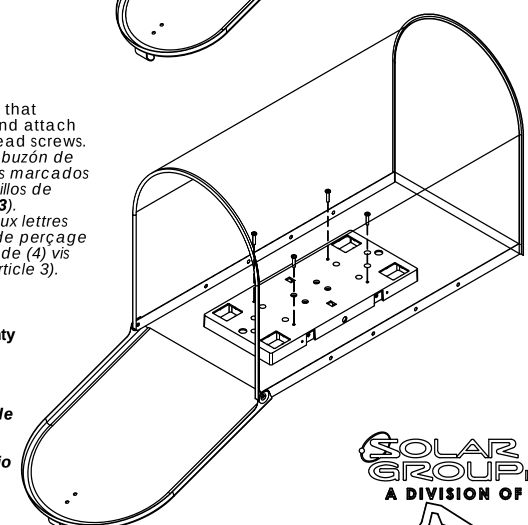
**B** **Large Size/*Tamaño grande/Grand format***

- Use adapters along with (4) 10-24 x 2" (Item **1**) Phillips head screws and nuts in the side mounting holes as shown right. **NOTE:** Makes sure the adapter holes line up with the holes on the mounting board.
- *Coloque los adaptadores junto con los (4) tornillos de cabeza Phillips 10-24 x 2" (Artículo **1**) y las tuercas en los orificios de montaje lateral, como se muestra en la figura de la derecha.* ***NOTA:*** *Asegúrese de que los orificios de los adaptadores coincidan con los orificios del tablero de montaje.*
- *Utilisez les adaptateurs avec les (4) vis cruciformes 10-24 x 5 cm (2 po) (article **1**) et les écrous à insérer dans les trous de montage latéraux comme indiqué à droite.* ***REMARQUE :*** *Assurez-vous que les trous des adaptateurs s'alignent sur les trous du support de montage.*



**C** **Jumbo Size/*Tamaño Jumbo /Format géant***

- Drill holes in the bottom of the mailbox that match the pattern holes marked "**C**" and attach using (4) #8-32 x 3/4" (Item **3**) Phillips head screws.
- *Perfore orificios en la parte inferior del buzón de manera que coincidan con los orificios marcados con una "**C**" y fije el buzón con (4) tornillos de cabeza Phillips n.º 8-32 x 3/4" (Artículo **3**).*
- *Percez des trous au fond de la boîte aux lettres qui correspondent à la configuration de perçage arborant la lettre « C » et fixez à l'aide de (4) vis cruciformes no 8-32 x 2 cm (3/4 po) (article 3).*



**CUSTOMER SERVICE**
**Customers should not contact their place of purchase. For customer service regarding warranty and assembly of products please call 1.800.647.7063 for immediate service.**

***SERVICIO AL CLIENTE***
***Los clientes no deben comunicarse con el lugar de compra. Para obtener servicio al cliente con respecto a la garantía y el ensamblado de los productos, llame al 1.800.647.7063 para un servicio inmediato.***

***SERVICE À LA CLIENTÈLE***
***Les clients ne doivent pas communiquer avec le point d'achat. Pour accéder au service à la clientèle concernant la garantie et l'assemblage des produits, veuillez composer le 1 800 647-7063 pour une assistance immédiate.***

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**PLMB0055-03** **MADE IN U.S.A**/*FABRICADO EN EE. UU./FABRIQUÉ AUX ÉTATS-UNIS*

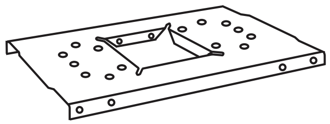
# UNIVERSAL MOUNTING BRACKET

**Model #** UMBS

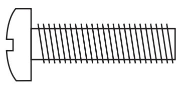
**INSTRUCTIONS POUR L'INSTALLATION / INSTRUCCIONES DE INSTALACIÓN / INSTRUCTIONS D'INSTALLATION**

## PARTS / PIÈCES / PIEZAS

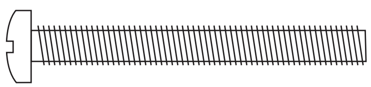
**1-Mounting Plate**
Plaque de fixation
Soporte



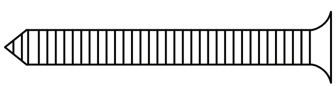
### Hardware
**Quincaillerie**
**Ferretería**



**(8) #10-24 x 3/4" Screws / Tornillos**



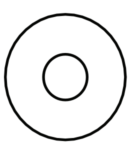
**(4) #10-24 x 1 3/4" Screws / Tornillos**



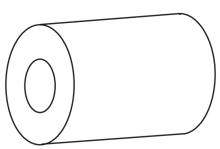
**(4) #8 x 1 3/4" Galvanized Wood Screws**



**(8) #10-24 Hex Nuts / Tuercas**

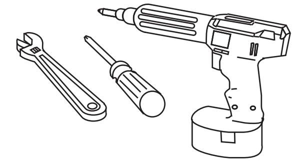


**(4) #10 Flat Washers**



**(8) Plastic Spacers/Adaptadors**

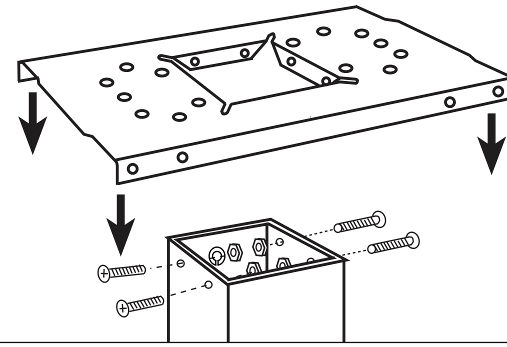
**RECOMMENDED TOOLS & SUPPLIES:**
**OUTILS ET ÉQUIPEMENT RECOMMANDÉS :**
**HERRAMIENTAS Y EQUIPOS RECOMENDADOS:**



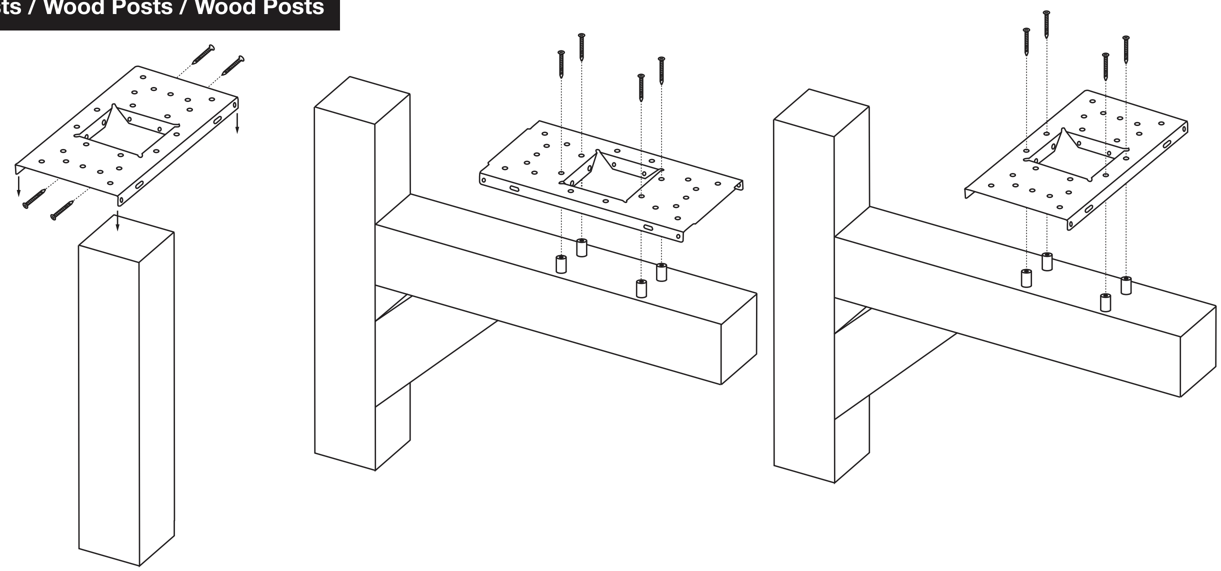
**1** **Attach mounting plate to post with 4 (#10-24 x 3/4") screws and nuts.**

Fixez la plaque de fixation au poteau avec 4 vis· et écrous n° 10-24 x 1,9 cm (n° 10-24 x 3/4 po)

Fije el soporte al poste con 4 tornillos y tuercas (núm. 10-24 x 3/4").



**Wood Posts / Wood Posts / Wood Posts**



**2** **4x4 pedestal - slide mounting plate onto post and secure with wood screws provided.**

4x4 pedestal - slide mounting plate onto post and secure with wood screws provided.

4x4 pedestal - slide mounting plate onto post and secure with wood screws provided.

**3** **Crossarm (wood & plastic) - use (4) spacers provided to lift mounting plate. Ensure provided wood screws go through the mounting plate and spacers and secure to crossarm.**

Crossarm (wood & plastic) - use (4) spacers provided to lift mounting plate. Ensure provided wood screws go through the mounting plate and spacers and secure to crossarm.

Crossarm (wood & plastic) - use (4) spacers provided to lift mounting plate. Ensure provided wood screws go through the mounting plate and spacers and secure to crossarm.

## 4 Mounting a Standard T1 or Large T2 Size Mailbox

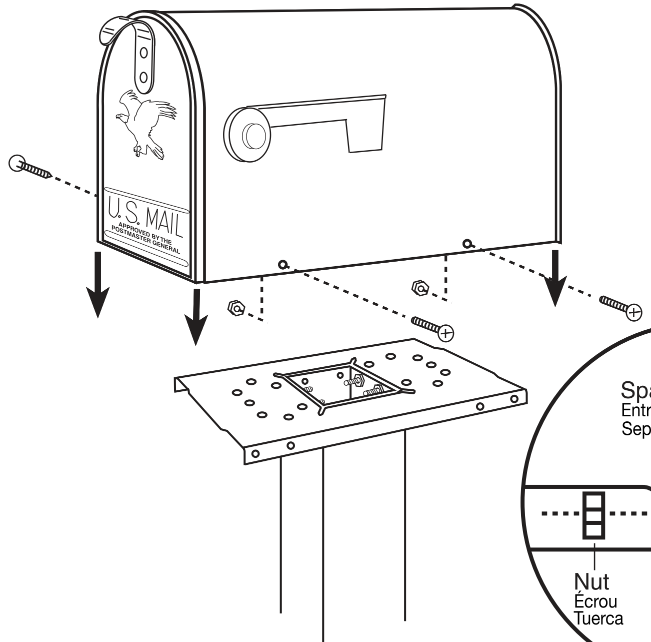
**Installation d'une boîte aux lettres de format standard T1 ou de grand format T2**

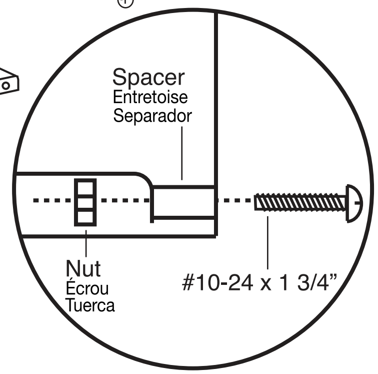
**Montaje de buzón de tamaño estándar T1 o grande T2**

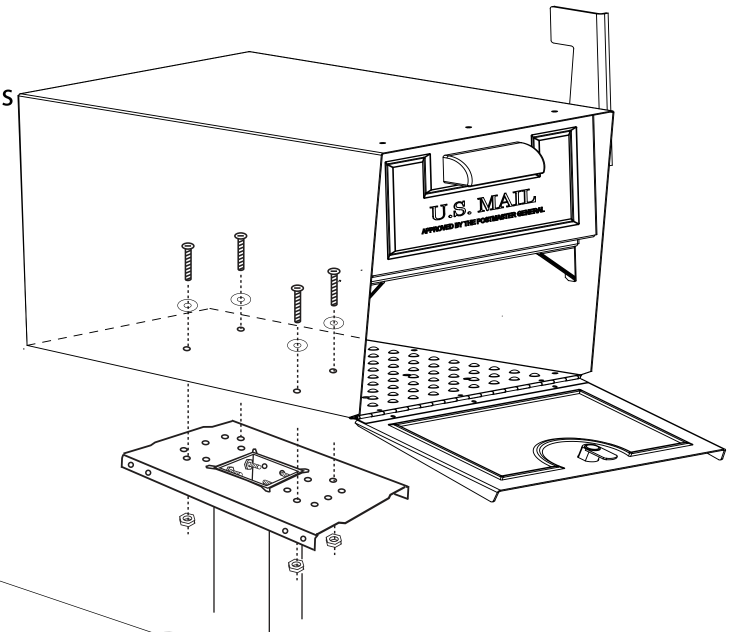
Accommodates most bottom mount style mailbox installations

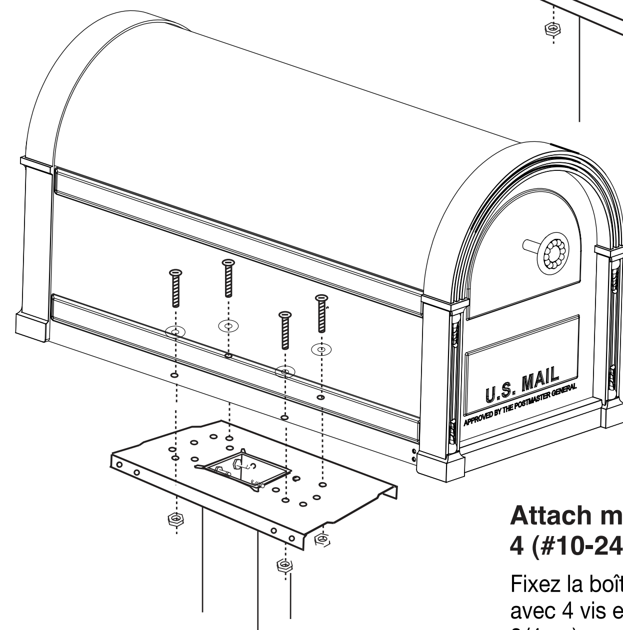
Se adapta a la mayoría de las instalaciones de buzones de montaje inferior.

Permet l'installation de la plupart des boîtes à lettres montées par dessous




**Attach mailbox to mounting plate with 4 (#10-24 x 3/4") screws & nuts.**

Fixez la boîte aux lettres à la plaque de fixation avec 4 vis et écrous n° 10-24 x 1,9 cm (n° 10-24 x 3/4 po).

Fije el buzón al soporte con 4 tornillos y tuercas (núm. 10-24 x 3/4")

**NOTE:** Spacers are provided to mount a larger (T2) size mailbox.

**REMARQUE:** des entretoises sont fournies pour l'installation d'une boîte aux lettres plus grande de format T2.

**NOTA:** Se proporcionan separadores para montar un buzón de tamaño grande (T2).

**Attach mailbox to mounting plate with 4 (#10-24 x 3/4") screws & nuts.** With Flat Washers

Fixez la boîte aux lettres à la plaque de fixation avec 4 vis et écrous n° 10-24 x 1,9 cm (n° 10-24 x 3/4 po).

Fije el buzón al soporte con 4 tornillos y tuercas (núm. 10-24 x 3/4")


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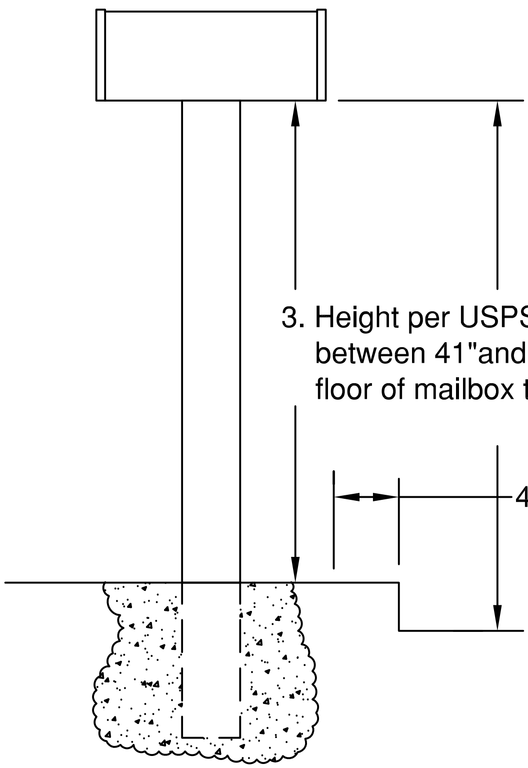

UMBS0055

# Mailbox Mounting Instructions

## YM11NL01, HM16NL01 & HM16NB01

1. Your new completely assembled mailbox must be properly mounted in accordance with USPS requirements to accomadate carrier access, described below are USPS requirments

2. Customers are required to contact the local post office before installing the mailbox to ensure its correct placement and height at the street. Generally, mailboxes are installed at a height of 41-45 inches from the road surface to inside floor of the mailbox or point of mail entry (locked designs) and are set back 6-8 inches from front face of curb or road edge to the mailbox door.



3. Height per USPS listed . between 41"and 45" to floor of mailbox to road

4. Set Back per local post office typically between 6"and 8" inches

5. **Care and Maintenance**
The mailbox body is protected by a rust resistant powder coat paint. With a minimum amount of maintenance, your mailbox can look like new for a long period of time. Like any outdoor product made of steel, surface rust may appear over time depending on its placement or environmental conditions. Wipe any surface rust with a steel wool pad and clean with a damp cloth and household detergent occasionally. Coat your mailbox with a high quality car wax and your box will retain its finish. If necessary, touch up paint may be required to maintain the mailbox and extend its useful life.


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Part # YM040709


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